TOWNSHIP OF DENVILLE MUNICIPAL COUNCIL
REGULAR MEETING
October 1, 2019, 7:30 P.M.

- Salute to the Flag
- Invocation
- Statement of Compliance with Open Public Meetings Act
- Roll Call:
  Council Members
  __ Murphy Buie, __ Bergen Lyden, __ Gabel, Council President
  __ Witte, __ Borowiec

In Attendance
  __ Mayor Andes, __ Township Attorney Jansen, __ Administrator Ward
  __ Other:

PROCLAMATIONS / PRESENTATIONS / CEREMONIAL MATTERS
(Presentations are coordinated in advance with the Council President and are limited to thirty (30) minutes or less)

Blindness Awareness Month
Vision Loss Alliance of New Jersey

- Council Liaison/Committee Reports
- Mayor's Report
- Administrator's Report
- Correspondence

Public Portion (Please limit comments to a maximum of three (3) minutes)

Matters of Old/New Business

ORDINANCES FOR ADOPTION
NONE

ORDINANCES FOR INTRODUCTION
NONE

ITEMS FOR DISCUSSION AND/OR ACTION
Best Practices Worksheet CY 2019/FY 2020

RESOLUTIONS

CONSENT AGENDA:
R-19-185: Resolution Authorizing Issuance of a Social Affair Permit by the State of New Jersey Division of Alcoholic Beverage Control
R-19-186: Resolution Authorizing Reinstatement of the Original Sewer Assessment Installment Plan for Certain Properties in the Township of Denville

R-19-187: Resolution of the Township of Denville, County of Morris and State of New Jersey Confirming the Sale of Various Items of Municipal Property No Longer Needed for Public Use

NON-CONSENT AGENDA:

R-19-188: Resolution Authorizing the Execution of Change Order No. 1 with Tilcon New York, Inc. for Work Associated with the Franklin Avenue & Knoll Drive Resurfacing Project (2019 Municipal Aid)

R-19-189: Resolution Authorizing the Refund of Money Due to the Redemption of a Tax Sale Certificate

R-19-190: Resolution Authorizing the Award of a Contract for the Purchase of R900 Gateway V4 Cellular Equipment for the Department of Public Works in Accordance with Morris County Cooperative Pricing Council Contract No. 47

R-19-191: Resolution Approving Deviations from the Minimum Separation Distances for a Septic System Disposal Field Set Forth at N.J.A.C. 7:9A, Standards for Subsurface Sewage Disposal Systems, for a Septic System Located at 25 Vista Way (Block 30603; Lot 9)

MINUTES FOR ADOPTION

NONE

MOTION TO ADJOURN
Best Practices Inventory

Denville Township

Printable Current Answers

001 Core Competencies Personnel

The "Diane B. Allen Equal Pay Act" (P.L. 2018, c. 9) modifies current law to strengthen protections against employment discrimination and promote equal pay for all groups protected under the Law Against Discrimination (N.J.S.A. 10:5-1 et seq.). Have appropriate municipal officials (including labor counsel as necessary) evaluated whether your municipality is in compliance with this law?

002 Core Competencies Personnel

P.L. 2017, c. 183, signed into law on August 7, 2017, amends the Local Budget Law to require municipal and county governing bodies to certify compliance with the following Federal civil rights requirements when submitting their approved budgets with DLGS: that their hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964." Local Finance Notice 2017-27 discusses this requirement in further detail. Has your governing body reviewed your municipality's policies on the use of criminal history when making personnel decisions, to ensure that those policies do not violate Title VII on the basis of either disparate treatment or disparate impact?

003 Core Competencies Personnel

Has your municipality adopted a written vehicle use policy prohibiting personal use of municipal vehicles (except for commuting), and providing that employees authorized to use such vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)? Only answer "N/A" if your municipality does not have any municipally-owned vehicles.
004 Core Competencies Personnel

Does your municipality have 1) an established documented process requiring department heads to submit notice of outside employment, and 2) upon receiving such notice, does your municipality have a documented process within its human resources function to determine whether a conflict of interest exists? [1.00] Yes

Comment:

Employee Handbook

005 Core Competencies Personnel

Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee’s waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or $5,000. When calculating an employee’s waiver payment, the local unit must deduct the employee’s healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality’s healthcare waiver payments at or below the statutory maximum? "N/A" is only applicable where the municipality does not make payments in lieu of health benefits. [1.00] Yes
The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality not pay overtime to employees classified as exempt under the FLSA?

Employee personnel manuals or handbooks serve as a valuable tool to convey a municipality's policies, procedures and benefits. Many insurance carriers encourage the adoption of such a document and offer discounted rates for their use. These publications should review employees’ rights and obligations in areas including, but not limited to: discrimination, harassment, personal days, use of municipal vehicles, and political activity. Has your municipality adopted an employee personnel manual/handbook by resolution or ordinance? If yes, please provide in the Comments section the date of the meeting at which the personnel manual was adopted. If not yes, please type “Did Not Answer Yes” into the comment box.

Has your municipality reviewed and updated its employee personnel manual/handbook by resolution or ordinance within the past three years? If yes, please provide in the Comments section the date of the meeting at which the personnel manual was updated. If not yes, please type “Did Not Answer Yes” into the comment box.
009 Core Competencies Personnel

Does your municipality maintain centralized records for all time worked and all employee leave time earned and used? [1.00] Yes

010 Core Competencies Personnel

N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us. Has your municipality filed all current contracts with PERC? [1.00] Yes

011 Core Competencies Budget

Does your municipality complete an initial draft of its annual budget no later than the first week of January (or first week of July if an SFY municipality), and obtain input in crafting the draft budget from elected officials and department heads as appropriate to the form of government? [1.00] Yes

012 Core Competencies Budget

A formal policy regarding municipal budget surplus (i.e. fund balance) is crucial to making informed financial decisions, and the lack of a policy could lead bond rating agencies to downgrade your municipality’s credit rating. In developing said surplus policy the CFO should analyze and explain at least a five (5) year trend of surplus, describing the factors causing each annual increase or decrease, to develop a realistic and sustainable surplus policy. Has your municipality adopted a written annual goal for the amount of surplus available in support of municipal operations? [1.00] Yes
Revenue earned from Uniform Construction Code (UCC) fees must be dedicated to UCC enforcement. The amounts of UCC revenue generated and funds appropriated to UCC enforcement appear on the User-Friendly Budget as well as the UCC Annual Report submitted to the Division of Codes and Standards. Does your municipality's construction code fee schedule comply with the parameters set by N.J.A.C. 5:23-4.17, 5:23-4.18 and Local Finance Notice 2017-15, specifically does your municipality comply with the law prohibiting the imposition of UCC fee amounts greater than necessary to operate the UCC office?

Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5?

Does your municipality annually review 1) its fee schedules against revenue collected, and 2) its fee ordinance(s) to determine whether fees need to be brought more in line with expenses?

N.J.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?

Does your current year annual budget appropriate an amount for snow removal based on, at minimum, an average of the municipality's snow removal expenses over the last three (3) years? A Yes answer is permitted where the budget appropriation is below the three-year average, but the balance remaining in a snow removal or storm recovery reserve trust fund would bring the total amount equal to or above the three-year average.
Audit findings address areas needing improvement and ignoring these findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality’s 2017 audit been identified in a corrective action plan and not been repeated in the 2018 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer “N/A” if there were no audit findings in the 2018 audit. If you did not answer no, please type “Did Not Answer No” into the Comment Box.

Effective for CY2019/SFY2020 and CY2020/SFY2021 municipal budgets, the annual maximum contribution a municipality can appropriate for use by its volunteer fire companies or board of fire commissioners pursuant to N.J.S.A. 40A:14-34 is $154,518.75. In any municipality where there are more than three volunteer fire companies or fire districts, the governing body may appropriate an additional $50,000 annually for each additional volunteer company or fire district. At least 50% of the municipality’s annual appropriation must be used by a volunteer fire company or board of fire commissioners for the purchase of fire equipment, materials and supplies. N.J.S.A. 40A:14-34 requires the volunteer fire company or fire district to provide the municipal governing body, on an annual basis, an accounting of the use of all municipal funds. See Local Finance Notice 2019-01 for further details. Is your municipality obtaining from each volunteer fire company or fire district an accounting of the use of all municipal funds?
N.J.S.A. 40:5-2 limits to $70,000 the maximum annual dollar amount that a municipality may contribute to a duly incorporated first aid and emergency or volunteer ambulance or rescue squad association, except that if any such associations experience extraordinary need, a municipality may contribute an additional amount of not more than $35,000 annually. Whenever the total annual contribution exceeds $70,000, the municipal CFO shall receive an audit performed by a CPA or RMA of the association’s current year financial records which shall certify that such records are being maintained in accordance with sound accounting principles. If your municipality contributed in excess of $70,000 toward a first aid, ambulance, rescue or EMS squad in its current budget, was an audit performed pursuant to N.J.S.A. 40:5-2?

[1.00] Yes

Local Finance Notice 2018-13 discusses the Local Finance Board’s recent adoption of regulations permitting all local units, county colleges, and school district boards of education/boards of trustees to utilize standard electronic funds transfer (EFT) technologies for payment of claims. Use of EFT technologies such as, but not necessarily limited to, Automated Clearing House (ACH) transactions, wire transfers and e-checks are subject to certain fiscal, operational, and technological control requirements as a condition of use. Has your municipality considered 1) where the use of electronic payment methods could benefit the municipality; and 2) where the adopted regulations may require changes in the municipality’s current claims payment procedures as pertain to electronic payment methods?

[1.00] Yes

The Government Electronic Payment Acceptance Act (N.J.S.A. 40A:5-43 et seq.) and its implementing regulations (N.J.A.C. 5:30-9.1 et seq.) set forth requirements for municipalities accepting credit cards, debit cards, and other electronic fund transfer mechanisms as means of collecting payment. In part, N.J.A.C. 5:30-9.9 limits any surcharges or convenience fees charged by a municipality for handling and processing the transaction. Is your municipality adhering to N.J.A.C. 5:30-9.9 when charging surcharges or convenience fees relating to electronic payment acceptance?

[1.00] Yes
Core Competencies  Capital Projects

Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-42, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? [1.00] Yes

Core Competencies  Capital Projects

Is your municipality appropriating sufficient funding for maintenance, repair, and replacement of environmental and transportation infrastructure? [1.00] Yes

Core Competencies  Capital Projects

Does your municipality evaluate the age and condition of municipally-owned underground infrastructure (e.g. water and sewer mains) to determine whether age or condition necessitate repair or replacement before performing needed repairs or replacement in conjunction with a road resurfacing or road reconstruction project and coordinate with owners of non-municipally owned underground infrastructure to avoid having to redo a recently-completed road project? Only answer N/A if there is no underground infrastructure underneath any municipally-owned roads or your municipality does not own any roads. [1.00] Yes

Core Competencies  Capital Projects

If your municipality charges administrative fees for off-duty police traffic safety personnel on a public works or utility project, are such fees set by ordinance at an amount not exceeding the municipality's actual costs for administering the off-duty work? See Local Finance Notice CFO 2000-14 for further guidance. [1.00] Yes

Core Competencies  Transparency

The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file annual Financial Disclosure Forms. Have all of your local elected officials filed their Financial Disclosure Form in 2019 that covers the 2018 calendar year? [1.00] Yes
028 Core Competencies Transparency

Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions? [LOO] Yes

029 Core Competencies Transparency

Has your municipality recodified its ordinances within the past five (5) years? [1.00] Prospective

030 Core Competencies Transparency

Are your municipality's codified and uncodified ordinances, including all current salary ordinances, available online? [LOO] Yes

031 Best Practices Transparency

Does your municipality have an official social media account or accounts and, if so, is there a written policy establishing guidelines on access, use, and permitted content? [0.00] No

032 Best Practices Transparency

Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at https://www.state.nj.us/treasury/taxation/relief.shtml? [0.50] Yes
033 Core Competencies

Note: The following question does not apply to authorities with more than one member municipality. For those which this question does not apply, please type "N/A" into the comment box. Municipalities should annually evaluate the authority or authorities they created and publicly discuss their findings and conclusion. Findings and conclusions should address whether existing authorities continue to serve the public interest and are more efficient than other potential alternatives in providing services and financing public facilities. Within the past year, 1) has the above-referenced discussion appeared as a listed agenda item on a scheduled governing body meeting, and 2) do the findings and conclusion appear in publicly-available meeting minutes? Please identify the meeting date(s) under "Comments". Those that answer No should type "Answered No" into the comment box.

034 Best Practices

Local Finance Notice 2017-23 describes the avenues through which a municipality can consolidate multiple fire districts into a single fire district. Does your municipality have a single fire district, or if your municipality has multiple fire districts, is it reviewing the feasibility of consolidating its multiple districts into a single district? Only answer N/A if your municipality does not have a fire district.

035 Core Competencies

Do your municipality's professional services contracts include a "not to exceed" amount?

036 Best Practices

If your municipality contracts with an insurance broker and said contract exceeds the Local Public Contracts Law bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law?
Best Practices

Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees?

Core Competencies Cybersecurity

A cybersecurity incident response plan is a set of instructions to help detect, respond to, and recover from network security incidents. These plans address areas such as cybercrime, data loss, and service outages. Does your municipality have a cybersecurity incident response plan?

Core Competencies Cybersecurity

Does your municipality perform daily computer backups to off-network devices for all data files and operating application software?

Core Competencies Cybersecurity

Does your municipality employ defensive software to protect its network and data from cyberattacks, including an email anti-virus filter and a firewall designed to block unauthorized network access?

Core Competencies Cybersecurity

Are all municipal employees receiving ongoing cybersecurity training in malware detection, password construction, identifying security incidents and social engineering attacks?
042  Unscored Survey  Shared Services

Has your municipality explored new or expanded shared service opportunities with other local governments (including boards of education) within the past year?

[0.00] Yes
Comment: Class m officers & Ball Field Improvements of BOE

043  Unscored Survey  Shared Services

If no shared services agreement was reached, please set forth under Comment the shared service considered, the local unit with whom it was considered, and the reason(s) why an agreement was not reached. If you did not answer yes to Question 42, please type "NA" into the Comment Box.

044  Best Practices  Shared Services

Has your municipality entered to a new or expanded shared services agreement this year with another local government entity?

[0.00] No

045  Best Practices  Shared Services

Does another government entity handle all public safety and emergency dispatch functions for your municipality or, if your municipality has its own dispatch (whether directly staffed or outsourced to a private entity), has it explored having another government entity perform all dispatch functions? If the answer is Yes, please state in the Comment Box the government entity that provides the entirety your municipality’s dispatch functions; or, if your municipality has its own dispatch, when discussions with other entities have occurred, with which entities, whether an agreement resulted and, where no agreement was reached, the reason(s) why. If you did not answer Yes, please type "Did Not Answer Yes" into the Comment Box.

Comment: County provided 911 more costly than in house system
Does your municipality have another government entity fulfilling all local public health functions; or if your municipality has its own health department or board of health, has it explored having another government entity perform all local public health functions? If the answer is Yes, please enter into the Comment Box the government entity that performs your municipality's public health functions; or, if your municipality has its own health department or board of health, when discussions with other entities have occurred, with which entities, whether an agreement resulted and, where no agreement was reached, the reason(s) why. If you did not answer Yes, please type "Did Not Answer Yes" into the Comment Box.

Municipalities are encouraged to investigate all available grant opportunities; however, certain grants have conditions that pose additional budgetary costs (e.g. match dollars, hiring requirements). For all grants accepted within the past year, has your municipality evaluated whether the grant's benefits exceed the actual and/or potential costs associated with the grant?

Does your municipality regularly evaluate opportunities for alternate revenue streams to help offset its property tax levy?

Have all professional appointments requiring governing body approval been approved within 30 days after the municipality's annual reorganization meeting?

Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Financial Administration?
OSO(b) Unscored Survey Miscellaneous Operations
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Capital Improvements? [0.00] Yes

OSO(c) Unscored Survey Miscellaneous Operations
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Asset Management? [0.00] No

OSO(d) Unscored Survey Miscellaneous Operations
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Tax Incentives? [0.00] Yes

OSO(e) Unscored Survey Miscellaneous Operations
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Procurement? [0.00] Yes

OSO(f) Unscored Survey Miscellaneous Operations
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Training and Support for Elected Officials? [0.00] Yes

OSO(g) Unscored Survey Miscellaneous Operations
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Management Training? [0.00] Yes

OSO(h) Unscored Survey Miscellaneous Operations
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Shared Services? [0.00] Yes

https://njdca.dynamics365portals.us/bpi/surveys/question-list/printable-current-answers/Yid., 9/24/2019
Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Risk Management?

- No

Would your municipality like to receive additional technical assistance from DLGS's new Local Assistance Bureau in the area of Ethics?

- Yes

Would your municipality like to receive additional technical assistance from DLGS in any other area? If you answered Yes, please fill in under Comments what area or areas your municipality would like assistance.

- No

Has your municipality converted all mechanical parking meters (analog or digital display) to an electronic parking system (e.g. pay-and-display, numbered spaces, license plate)?

- No

Have public electric vehicle charging stations been installed on municipal property?

- Yes

Has your municipality implemented a web application that allows residents to submit service requests to municipal departments?

- Yes

Has your municipality implemented an emergency communication system that encompasses cell phones?

- Yes
How is residential garbage collected? [0.00] Private hauler contracted by municipality

If your residential garbage is collected through a private hauler contracted by the municipality, did your municipality receive at least two bids in its latest procurement? [0.00] Yes

If your municipality’s residential garbage pickup is done through a private hauler contracted directly by residents, does your municipality know the number of hauler services servicing residents? If yes, please state in the Comments how many garbage haulers service your municipality’s residents. If you did not answer yes, please type "Did Not Answer Yes" into the Comment Box. [0.00] N/A Comment: did not answer yes

If your municipality provides residential garbage pickup or contracts with a private hauler to do so, is garbage pickup scheduled for no more than once-per-week? [0.00] No

Does your municipality have a revenue-generating residential recycling program? [0.00] No

What is the primary reason your municipality has not established a SALT charitable fund? [0.00] I; S regulations
061 Unscored Survey Miscellaneous Operations

P.L. 2017, c.266, enacted in January 2018, permits municipalities to establish by ordinance a list of residents identifying themselves as needing special assistance in an emergency. This list, which can only be used for public safety purposes, is maintained by the municipal clerk and shall be cross-indexed by the name and address of each resident opting in to the list, identifying the special circumstances for each. Please review Local Finance Notice 2018-17 for further information. Has your municipality adopted an ordinance pursuant to P.L. 2017, c.266 to establish a special needs assistance list? If yes, please list in the Comments which type of assistance is predominantly needed. If you did not answer yes, please type "Did Not Answer Yes" into the Comment Box.

062 Core Competencies Ratables/PILOTs

If your municipality's Director's Ratio (defined as the ratio of assessed values to true market values) is less than 85%, your municipality needs to undertake a reassessment/revaluation. Have at least 20% of properties in your municipality been inspected? Please state the percentage of properties inspected in the Comments. If you answered No or NA, type in the Comment Box "Answered No" or "Answered NA".

063 Core Competencies Ratables/PILOTs

Before formalizing negotiations and entering into a Long-Term Financial Agreement, does your municipality have at least one staff member or contractually-retained professional evaluate all proposed Long-Term PILOTs to assure that the proposed agreement is a net-benefit to the municipality?

064 Core Competencies Ratables/PILOTs

Payments in Lieu of Taxes (PILOTs) can be a useful tool for economic development. However, municipalities must monitor PILOT agreements to ensure recipients comply with all agreement terms, particularly timely payment and reporting. Does your municipality have an official designated to monitor exemptions/abatements and ensure compliance with the PILOT agreement terms?
065  Best Practices  Planning and Economic Development

Does your municipality actively maintain an inventory of buildings and vacant properties that would benefit from redevelopment? If yes, state how in the Comment Box or, if no, state "Did not answer Yes"

[0.50] Yes  Comment: Vacant Inventory

066  Unscored Survey  Planning and Economic Development

Is your municipality presently considering establishing a land bank entity pursuant to P.L. 2019, c.159 and, if so, which entity (if any) is being considered to operate the land bank?

[0.00] Not considering land bank

067  Unscored Survey  Planning and Economic Development

Does your municipality have a current community and/or economic development plan in place with established metrics, and regularly review and measure progress toward development goals set forth in the plan(s)?

[0.00] No

068  Unscored Survey  Planning and Economic Development

Does your municipality either employ or contractually retain a licensed professional planner?

[0.00] Yes

069  Unscored Survey  Planning and Economic Development

Does your municipality either employ an economic development staff person or contractually retain an economic development consultant?

[0.00] No
The Office of Local Planning Services (LPS) in the Department of Community Affairs works with communities to achieve local land use and planning goals. As part of DCA’s commitment to provide technical assistance to municipalities, our professional planning staff offers comprehensive planning services at no-cost to eligible local governments. Would your municipality benefit from assistance with respect to its Master Plan?

Would your municipality benefit from LPS assistance with respect to Redevelopment Plans?

Would your municipality benefit from LPS assistance with respect to Land Use Ordinances?

Would your municipality benefit from LPS assistance with respect to Land Use Mapping?

Would your municipality benefit from LPS assistance with respect to Economic Development Plans?

Would your municipality benefit from LPS assistance with respect to Storm and Natural Disaster Resiliency?
P.L. 2017, c.253 permits a municipality to authorize its parking authority to serve as a redevelopment entity, subject to Local Finance Board approval. A parking authority so authorized may exercise redevelopment powers within an area in the municipality designated as in need of redevelopment or rehabilitation; however, revenue from fees charged for parking shall be utilized solely for the purposes set forth in N.J.S.A. 40:11A-6. Is your municipality considering seeking Local Finance Board approval to authorize its parking authority to serve as a redevelopment entity?

The New Jersey Redevelopment Authority (NJRA) provides financial and technical resources into urban redevelopment projects in eligible municipalities throughout the State. A list of eligible municipalities can be found at https://www.njra.us/maps. Is NJRA providing redevelopment financing to your municipality? Answer "NA" if your municipality is not on the list of eligible municipalities.

Have officials from your municipality participated in one or more workshops offered by NJRA’s Redevelopment Training Institute (RTI)?

If your municipality has one or more opportunity zones, have you been actively marketing your zones to investors and developers? If yes, please state in the Comments whether this has resulted in one or more projects coming before your municipality for approval. If you did not answer Yes, please provide an explanation in the Comment Box.
Is your municipality aware of any real estate development projects or businesses that will be using the Opportunity Zone tax incentive or receiving an Opportunity Fund investment?

If your municipality knows of any projects that are using or will be using the Opportunity Zone tax incentive, please include the name of each project, the full address, a short description that includes the primary developer (if applicable), estimated value of the development (i.e. total permitted value), and the project's status (if known) on the Excel form provided on DLGS's Best Practices webpage. Upload the Excel form using the "Attach File" button toward the bottom of your screen. If you have uploaded the Excel form, type "File Uploaded" in the Comment Box. If you have not uploaded the Excel Form, type NA in the Comment Box.

Has your municipality changed its master plan and zoning ordinances within the past two years to improve resiliency in the face of extreme weather events? Only answer NA if your municipality has determined, after a review of its master plan and zoning ordinances within the past two years, that no such changes are necessary.

If your municipality has a combined sewer overflow (CSO) system, has the conversion to a non-CSO overflow system been incorporated into your municipality's capital improvement program? If your municipality does not have a CSO system, is it undertaking affirmative measures to reduce stormwater runoff? Non-CSO municipalities answering Yes should explain these measures in the Comment Box.
Does your municipality currently have an affordable housing element and fair share housing plan? If so, please state in the Comments section whether or not the fair share housing plan is on your municipality’s website. If you did not answer Yes, please provide an explanation in the Comment Box.

If your municipality has an affordable housing element and fair share housing plan, has the element and plan been approved by the Superior Court?

If you answered "Yes" to either of the above questions, fill in under Comments the number of affordable housing unit obligations for the following periods: Prior Round (1987-1999); Present Need (Rehabilitation Share); and Third Round (Prospective Need 1999-2025), as well as the number of units that have been constructed and are ready for occupancy that count toward the affordable housing obligations in your municipality’s affordable housing element and fair share housing plan. If you did not answer yes to either question 80 or 81, please type "NA" into the Comment Box.

Does your municipality collect a non-residential development fee?

Does your municipality have a municipal housing liaison?

Does your municipality have an affordable housing trust fund?
RESOLUTION AUTHORIZING ISSUANCE OF A SOCIAL AFFAIR PERMIT BY THE STATE OF NEW JERSEY DIVISION OF ALCOHOLIC BEVERAGE CONTROL

WHEREAS, the below listed organization applied for a Social Affair Permit and

WHEREAS, the Municipal Council, the License Issuing Authority of the Township of Denville, has no objection to the granting of the Social Affair Permit by the State of New Jersey Division of Alcoholic Beverage Control; and

WHEREAS, the issuance of said Social Affair Permit is not contrary to any Township ordinance, resolution, regulation or policy.

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the Township of Denville that authorization is hereby granted for the issuance of a Social Affair Permit to the following organization for the identified event:

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>EVENT</th>
<th>LOCATION</th>
<th>DATES</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morris Catholic High School</td>
<td>Homecoming</td>
<td>200 Morris Avenue</td>
<td>10/19/2019</td>
<td>12:00 PM to 7:00 P.M.</td>
</tr>
<tr>
<td></td>
<td>Alumni Reunions</td>
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BY ORDER OF THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF DENVILLE

I, Kathryn Bowditch-Leon, Municipal Clerk for the Township of Denville do hereby certify the above to be a true and exact copy of the resolution adopted by the Municipal Council of the Township of Denville at their regular Council meeting held on

Certification Date: Kathryn Bowditch-Leon, RMC Municipal Clerk
RESOLUTION AUTHORIZING REINSTATEMENT OF THE ORIGINAL SEWER ASSESSMENT INSTALLMENT PLAN FOR CERTAIN PROPERTIES IN THE TOWNSHIP OF DENVILLE

WHEREAS, on February 14, 2012, the Municipal Council confirmed sewer assessments for certain properties in the Township of Denville; and

WHEREAS, the resolution confirming said assessments authorized the payment of the assessments in yearly installments over a twenty-year period commencing April 14, 2012; and

WHEREAS, certain property owners have failed to make their installment payments when they became due; and

WHEREAS, N.J.S.A. 40:56-35 provides in pertinent part that if any such installment shall remain unpaid for 30 days after the time when said payment shall become due, either the whole assessment shall immediately become due, or the governing body may, by resolution, permit any person who is delinquent in the payment of such an installment to pay only the amount of the delinquent payment due, plus accrued interest, and have the payment of said assessment placed back on the regular installment payment schedule; and

WHEREAS, the following property owners:

Vargas; Sadtlander; Giansanti

have petitioned the Council to permit the reinstatement of their original installment plan and have tendered to the Tax Collector the requisite amount to bring their accounts current in accordance with the above-referenced statute; and

WHEREAS, the Municipal Council wishes to allow the above referenced property owners to resume payment of their assessments on the original installment schedules approved for their properties.

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the Township of Denville, in the County of Morris and State of New Jersey, that the Tax Collector be authorized to accept payment of the delinquent installments due, plus interest, from the above referenced property owners for their sewer assessments and that said property owners be permitted to pay all subsequent installments established for their properties over the balance of the twenty year installment period previously authorized by the Municipal Council.

BE IT FURTHER RESOLVED, that should any of the above-referenced property owners default on any future installments, the full amount of the sewer assessment shall become due.

BY ORDER OF THE MUNICPAL COUNCIL OF THE TOWNSHIP OF DENVILLE

I, Kathryn Bowditch-Leon, Municipal Clerk for the Township of Denville do hereby certify the above to be a true and exact copy of a resolution approved by the Municipal Council at their meeting held on

Certification Date: Kathryn Bowditch-Leon, RMC
Municipal Clerk
RESOLUTION OF THE TOWNSHIP OF DENVILLE, COUNTY OF MORRIS AND STATE OF NEW JERSEY CONFIRMING THE SALE OF VARIOUS ITEMS OF MUNICIPAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE

WHEREAS, by Resolution R-19-164, the Municipal Council of the Township of Denville authorized the sale of various items of municipal property no longer needed for public use through GovDeals, Inc.; and

WHEREAS, one (1) certified copy of Resolution R-19-164 was sent to the Director of the Division of Local Government Services; and

WHEREAS, the winning bidder(s) for the sale beginning on 09-18-2019 and ending on 10-01-2019 were as per the Schedule "A" in the amounts listed.

NOW, THEREFORE, BE IT RESOLVED that the Municipal Council of the Township of Denville does hereby confirm the sale to the recipient(s) on Schedule "A" in the amount listed and made a part hereof.

BE IT FURTHER RESOLVED that this Resolution shall take effect pursuant to law.

BY ORDER OF THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF DENVILLE

Kathryn Bowditch-Leon, Municipal Clerk for the Township of Denville do hereby certify the above to be a true and exact copy of the resolution adopted by the Municipal Council of the Township of Denville at their regular Council meeting held on

Certification Date

Kathryn Bowditch-Leon, RMC Municipal Clerk
RESOLUTION AUTHORIZING THE EXECUTION OF CHANGE ORDER NO. 1 WITH TILCON NEW YORK, INC. FOR WORK ASSOCIATED WITH THE FRANKLIN AVENUE & KNOLL DRIVE RESURFACING PROJECT (2019 MUNICIPAL AID)

WHEREAS, the Township of Denville ("Township") entered into a contract with Tilcon New York, Inc. under the 2019 Morris County Cooperative Pricing Council for the Franklin Avenue and Knoll Drive Resurfacing Project (2019 Municipal Aid) in the amount of $216,908.75; and

WHEREAS, the contracted work was performed and completed by Tilcon New York, Inc. in August 2019; and

WHEREAS, the Township Engineer has recommended that a change order be authorized for an adjustment in the as-built amount completed and billed by Tilcon New York, Inc. which resulted in a net decrease in the amount $25,029.07; and

WHEREAS, the Township is agreeable to granting the requested changes as reflected in Change Order No. 1, which will decrease the contract sum from $216,908.75 to $191,879.68.

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the Township of Denville, in the County of Morris, and State of New Jersey, that the contract between the Township and Tilcon New York, Inc. under the 2019 Morris County Cooperative Pricing Council shall be amended as described in the attached Change Order No. 1 and that the Mayor and Municipal Engineer be authorized and directed to execute said Change Order No. 1 on behalf of the Township.

BY ORDER OF THE MUNICIPAL COUNCIL
OF THE TOWNSHIP OF DENVILLE

Kathryn Bowditch-Leon, Municipal Clerk for the Township of Denville do hereby certify the above to be a true and exact copy of the resolution adopted by the Municipal Council of the Township of Denville at their regular Council meeting held on

Certification Date

Kathryn Bowditch-Leon, RMC
Municipal Clerk
Tilcon New York Inc.
9 Entin Road
Parsippany, NJ 07054

To: Township Of Denville
140 Morris Ave
Denville, NJ 07834

Job Information:
MC CO-OP Denville Twp-Franklin & Knoll

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Units</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>901 - Asphalt Price Adjustment</td>
<td>(5,472,670) EA</td>
<td>1000</td>
<td>(5,472,67)</td>
</tr>
<tr>
<td>A301 - HMA 9.5M64</td>
<td>2,012,010 TON</td>
<td>75.150</td>
<td>151,202.55</td>
</tr>
<tr>
<td>B301 - Milling, 0&quot; -2&quot;</td>
<td>15,644,000 SY</td>
<td>2.950</td>
<td>46,149.80</td>
</tr>
</tbody>
</table>

Sub-Total: 191,879,68

A late charge of 1 1/2 % per month which is an annual percentage rate of 18% or $20.00 whichever is greater, will be charged on all accounts not paid per the terms of the agreement.
**Escalation Worksheet**

**Job Number:** 11930s  
**Phase Code:** 8_0_1_9_80__90_1_

**Original Index at Bid:** $551.00  
**Denville Township**

### AC Escalation

<table>
<thead>
<tr>
<th>Week No.</th>
<th>Date (Actual)</th>
<th>Asphalt Mix</th>
<th>Ti/Con Plant#</th>
<th>Quantity in Mix</th>
<th>(%Rap) in Mix</th>
<th>(%Asphalt in Mix)</th>
<th>Current Price</th>
<th>Increase Index</th>
<th>Total Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/05/19</td>
<td>95M64</td>
<td>254</td>
<td>1,302.25</td>
<td>15.00%</td>
<td>5.00%</td>
<td>4.25%</td>
<td>487.00</td>
<td>$ (64.00)</td>
<td>$ (3,542.12)</td>
</tr>
<tr>
<td>08/06/19</td>
<td>95M64</td>
<td>254</td>
<td>709.76</td>
<td>15.00%</td>
<td>5.00%</td>
<td>4.25%</td>
<td>487.00</td>
<td>$ (64.00)</td>
<td>$ (1,930.55)</td>
</tr>
</tbody>
</table>

\[ 8 = (100\% \text{ less } \% \text{ of rap}) \times \% \text{ of asphalt in mix} \]

\[ D = \text{current rack price less original index at bid} \]

**TOTAL 2,012.01 TONS $ (5,472.67)**
In accordance with the project Supplementary Specification, the following are changes in the contract.
Location and Reason for Change: [Please provide location and reason for change]
As Built Quantities - See attached As-Bid Vs. As-Built Table with Justification

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>(Quantity+/_)</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HMA Milling, 2&quot; or less</td>
<td>- 356 S.Y.</td>
<td>$ 2.95</td>
<td>$1,050.50</td>
</tr>
<tr>
<td>2</td>
<td>Hot Mix Asphalt 9.5 M64, 2&quot; Thick</td>
<td>1 1299 Tons</td>
<td>$ 75.15</td>
<td>$16,006.20</td>
</tr>
<tr>
<td>3</td>
<td>Asphalt Price Adjustment Allowance</td>
<td></td>
<td>$2,500.00</td>
<td>-$2,500.00</td>
</tr>
<tr>
<td>3</td>
<td>Asphalt Price Adjustment Allowance</td>
<td></td>
<td>-$5,472.67</td>
<td>-$5,472.67</td>
</tr>
</tbody>
</table>

Amount of Original Contract ("As-Ordered") $ 186,908,21
Adjusted Amount Based on Change S..-1-1\07\07

\% Increase in Contract

(Submit four (4) copies to the Local Highway Design District Office)
## TOWNSHIP OF DENVILLE, MORIUS COUNTY, NEW JERSEY
FRANKLIN AVENUE & KNOLL DRIVE RESURFACING PROJECT
2019 MUNICIPAL AID

AS-BID VS. AS-BUILT (TILCON NEW YORK)

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>AS-BID</th>
<th>AS-BTD</th>
<th>AS-BUILT</th>
<th>AS-BUILT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Milling, 2&quot; Thick</td>
<td>SY</td>
<td>$2.95</td>
<td>$47,200.00</td>
<td>16,000</td>
<td>$46,149.80</td>
</tr>
<tr>
<td>2</td>
<td>Hot mix Asphalt, Y)MM Surface course, 2&quot;</td>
<td>Tons</td>
<td>$75.15</td>
<td>$167,208.75</td>
<td>2,225</td>
<td>$151,202.55</td>
</tr>
<tr>
<td>3</td>
<td>Asphalt Price Adjustment</td>
<td>LS</td>
<td>$2,500.00</td>
<td>1</td>
<td>$2,500.00</td>
<td>1</td>
</tr>
</tbody>
</table>

TOTAL: $216,908.75 $191,879.68

Change Order Justification

Item 1 - The Difference in the square yardage is due to the as-built quantities for the amount of milling done in the field. The decrease in milling square yardage resulted in less asphalt as well (see item two).

Item 2 - The Difference in the tonnage is due to the as-built quantities for the asphalt placed in the field. The decrease in asphalt tonnage is related to the decrease in milling area (see item one).

Item 3 - The price adjustment is calculated utilizing the index for the time of bid submission and the actual date of the project. A positive asphalt price adjustment was included in the original bid items however the price adjustment was calculated to be a negative value, as the index was less at the time of the project (487) than at the time of bid (551).
RESOLUTION AUTHORIZING THE REFUND OF MONEY DUE TO THE REDEMPTION OF A TAX SALE CERTIFICATE

BE IT RESOLVED by the Municipal Council of the Township of Denville, in the County of Morris and State of New Jersey, that the Tax Collector is hereby authorized and directed to prepare a voucher to refund the amount shown below to the named lien holder; and

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized and directed to forward the check to the Tax Collector to be delivered to the following lien holder after proper notation has been made on the tax records.

<table>
<thead>
<tr>
<th>Cert#</th>
<th>Block</th>
<th>Lot</th>
<th>Address</th>
<th>Purchaser of Lien</th>
<th>Refund Amt.</th>
<th>Premium Amt.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016-004</td>
<td>30803</td>
<td>12</td>
<td>24 Sleepy Hollow Rd</td>
<td>Us Bank Cust BV002 Trst &amp; Crdtrs 50 South 16th St. Suite 2050 Philadelphia, PA 19102-2513</td>
<td>$5,292.40</td>
<td>$4,100.00</td>
</tr>
</tbody>
</table>

BY ORDER OF THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF DENVILLE

I, Kathryn Bowditch-Leon, Municipal Clerk for the Township of Denville do hereby certify the above to be a true and exact copy of the resolution adopted by the Municipal Council of the Township of Denville at their regular Council meeting held on:

Certification Date: ___________________________ Kathryn Bowditch-Leon, RMC Municipal Clerk
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PURCHASE OF R900 GATEWAY V4 CELLULAR EQUIPMENT FOR THE DEPARTMENT OF PUBLIC WORKS IN ACCORDANCE WITH MORRIS COUNTY COOPERATIVE PRICING COUNCIL CONTRACT NO. 47

WHEREAS, The Township of Denville wishes to purchase R900 Gateway V4 Cellular equipment, specifically four (4) of item #13458-000 as detailed on a quote for the Denville Department of Public Works; and

WHEREAS, said water meter equipment can be purchased from Rio Supply, Sicklerville, NJ, through the Morris County Cooperative Pricing Council Contract No. 47; and

WHEREAS, the maximum amount of the contract is $90,000.00 in accordance with the attached quotation; and

WHEREAS, public bids are not required when the purchase is made through a state-approved co-operative pricing council in accordance with N.J.S.A. 40A:11-11 of the Local Public Contracts Law; and

WHEREAS, the Chief Financial Officer of the Township of Denville has certified in certification #19-32, which is annexed hereto and made a part hereof, that this contract will be charged to the following budget appropriation and that adequate funds are available under the following line item account:

| 06-215-55-959-901 | $90,000.00 |

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the Township of Denville, in the County of Morris, and State of New Jersey, that a contract for the purchase of 120 Neptune Reader meters, meter reading equipment and software is hereby awarded to Rio Supply, Inc., in accordance with the terms and conditions contained in MCCPC No. 47, and the Mayor and Municipal Clerk are hereby authorized to execute same.

BY ORDER OF THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF DENVILLE

\[ Kathryn Bowditch-Leon, Municipal Clerk for the Township of Denville do hereby certify the above to be a true and exact copy of the resolution adopted by the Municipal Council of the Township of Denville at their regular Council meeting held on \]

Certification Date: [Date]

Kathryn Bowditch-Leon, RMC
Municipal Clerk
RIO Supply, Inc  
100 Allied Pkwy  
Sicklerville, NJ 08081  
Bryan Burdalski  
(609) 410-5219

<table>
<thead>
<tr>
<th>Date</th>
<th>Quote#</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/5/2018</td>
<td>12420</td>
</tr>
</tbody>
</table>

Name / Address  
Township of Denville  
140 Morris Ave  
Denville, NJ 07834

<table>
<thead>
<tr>
<th>Project</th>
<th>Payment Terms</th>
<th>Due Date</th>
<th>Rep</th>
<th>ATIN:</th>
</tr>
</thead>
<tbody>
<tr>
<td>r900 Fixed System</td>
<td>Net30</td>
<td>5/15/2018</td>
<td>BJB</td>
<td>Tom Andes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
</table>
| .13458-000 | r900 Gateway v4- Cellular  
*Includes Installation of Collector, Antenna, and UPS Connection to existing power source.  
**120v Power to be supplied to breaker at each collector location by the Township.  
***Cellular Data Plan for each Cellular Modem to be supplied by the Township. | 4   | 22,500.00 | 90,000.00 |

*Morris County Co-Op Pricing, Contract #47.

Now accepting Visa, MC & American Express, All Quotes are Valid for 30 Days Unless Specified Otherwise. All First Time Orders are COD. Customer is Responsible for Shipping Charges. Tax Exemption Certificate Must Be Submitted. ALL SALES ARE FINAL. 25% RESTOCKING FEE

Total $90,000.00
TOWNSHIP OF DENVILLE

Request For And Certification As To The Availability
Of Adequate Funds For A Contract Which Is Pending Approval
By The Governing Body

Date of Request 09/25/19

RO Supply Inc.
100 Allied Pkwy
Sickerville, NJ 08081
Name and Address of Contractor

Name of Description of Pending contract
Water Meters

Amount of Contract
$90,000.00

This contract will be charged to the following budget appropriations as per the detailed budget:

<table>
<thead>
<tr>
<th>DEPT</th>
<th>ACCT#</th>
<th>ORD#</th>
<th>Water Capital</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>06-215-55-959-901</td>
<td>$90,000.00</td>
<td></td>
<td>$90,000.00</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL $90,000.00

Signed: __
Department or Division Head

PLEASE ATTACH A COPY OF PROPOSED CONTRACT

I hereby certify that adequate funds are available in the Water Capital Fund under the following line item account(s):

06-215-55-959-901 $90,000.00

All Certification Payments should be placed on white vouchers with the Certification Number shown on the voucher.

COMMENTS:
Fund availability are predicated on available budget

CERT19-32
RESOLUTION APPROVING DEVIATION FROM THE MINIMUM SEPARATION DISTANCES FOR SEPTIC SYSTEM DISPOSAL FIELDS SET FORTH AT N.J.A.C. 7:9A, STANDARDS FOR INDIVIDUAL SUBSURFACE SEWAGE DISPOSAL SYSTEMS, FOR A SEPTIC SYSTEM LOCATED AT 25 VISTA WAY (BLOCK 30603; LOT 9)

WHEREAS, the septic system at 25 Vista Way is malfunctioning and the property's owner has submitted an application to the Township's Division of Health for system alterations to repair same; and

WHEREAS, N.J.A.C. 7:9A-4.3 sets forth a minimum separation distance of fifty (50) feet from a seepage pit and an occupied building, a minimum separation distance of ten (10) feet from a septic tank to an occupied building, a minimum separation distance of twenty (20) feet from a seepage pit to a property line, and a minimum separation distance of fifty (50) feet from a seepage pit to a septic disposal field; and

WHEREAS, due to site constraints the minimum separation distances indicated above cannot be met; and

WHEREAS, the Township Division of Health is in receipt of a letter dated September 18, 2019 (appended hereto) from a licensed Professional Engineer requesting relief from the minimum separation distances; and

WHEREAS, N.J.A.C. 7:9A-3.3(e) indicates that when it is not possible to bring a malfunctioning septic system into regulatory conformance, including conformance with minimum separation distances, the system shall be brought as close to regulatory conformance as possible, provided that the repairs ensure protection of the public's health and the environment; and

WHEREAS, the proposed alterations will bring the septic system as close to regulatory conformance as possible and the Township Engineer and Township Health Officer have determined that relief from the minimum separation distances will not pose a threat to the public's health and the environment; and

WHEREAS, N.J.A.C. 7:9A-3.3(d) authorizes the local board of health to approve alterations if they will bring a septic system as close to regulatory conformance as possible while ensuring protection of the public's health and the environment; and

WHEREAS, the Municipal Council functions as the local board of health for the Township of Denville as authorized by the N.J.S.A. 4069A-1 et seq., Optional Municipal Charter Act (Faulkner Act).

NOW, THEREFORE BE IT RESOLVED, by the Municipal Council of the Township of Denville that approval for the following reductions in separation distances for the proposed alterations at 25 Vista Way (Block 30603; Lot 9) are hereby granted:

1. Seepage pits to occupied building from 50 feet to 13 feet with liner
2. Septic tank to occupied building from 10 feet to 5.2 feet
3. Seepage pits to property line from 20 feet to 10 feet
4. Seepage pits to neighboring proposed disposal field from 50 feet to 42 feet

BY ORDER OF THE MUNICIPAL COUNCIL
OF THE TOWNSHIP OF DENVILLE

I, Kathryn Bowditch-Leon, Municipal Clerk for the Township of Denville do hereby certify the above to be a true and exact copy of the resolution adopted by the Municipal Council of the Township of Denville at their regular Council meeting held on

Certification Date

Kathryn Bowditch-Leon, RMC
Municipal Clerk
September 18, 2019
REVISED

Mr. Carlos Perez, H.O.
Denville Twsp. Health Dept.
1 St. Mary’s Place
Denville, NJ, 07834

Re: Septic System Design
25 Vista Way
Denville Twsp., NJ
Lot 9, Block 30603

Dear Mr. Perez:

In accordance with your request, we are seeking to obtain approval for relief of four (4) design deficiencies in conjunction with the septic design for the above referenced property. The deficiencies are required because the rear yard is too small to fit the required disposal area meeting all setback distances to the dwelling. Therefore, we hereby request to be heard at the September Council meeting for this approval. Below are the four deficiencies needing approval which are a result of lot constraints in the rear yard of this property:

1. 50 ft from full foundation to disposal area, 13 ft with liner
2. 10 ft from dwelling to septic tank, 5.2 ft proposed
3. 20 ft from property line to seepage pit, 10 ft proposed
4. 50 ft from septic to septic, 42 ft proposed to neighbors proposed system

Please feel free to contact my office with any further questions or concerns. Thank you for your help with this matter.

Sincerely,

T. J. Jr.

Rich G. Kimble, 952, Advanced Level Designer and Installer #9010102
President, Rich Kimble & Sons

822 Green Pond Road, Rockaway, NJ 07866
Tele (973) 664-9171 / Fax (973) 664-9173
e-mail: rich@richkimbleandsons.com
MEMORANDUM

To: Denville Township Division of Health

From: John K. Ruschke, PE

Date: September 25, 2019

cc: Richard G. Kimble, PE

RE: 25 Vista Way
    Block 30603, Lot 92
    Denville Township, Morris County

In connection with the above referenced Application, Mott MacDonald has reviewed the following documents against the requirements ofNJAC 7:9A (State Standards for Individual Subsurface Sewage Disposal Systems) and applicable Township of Denville General Ordinances:


- Application for Permit to Construct I Alter I Repair an individual Subsurface Sewage Disposal System, Form 3d, Percolation test Data dated September 14, 2019


Proposed septic design is for an alteration of an existing system. The alteration includes removal of existing septic tank and seepage pits, and the installation of a new septic tank with Jet Aeration J-750 Residential WWTP Poly Pre-treatment Tank and four (4) 4’x8’ seepage pits in a 20’ x 20’ lined common excavation.

Current revised plans and the supplemental information adequately address all comments in our September 11, 2019 review memorandum. In accordance with NJAC 7:9A-3.3 e.l, Mott MacDonald takes no exception to the proposed septic design with the condition that all conditions applicable to advanced wastewater pretreatment devices are met and that governing body approval is obtained for the four (4) minimum separation distances between the various components as outlined in 7:9A-4.3 that have not been met.

If you have any questions, please do not hesitate to contact this office.